



Leigh-on-Sea Town Council

71-73 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288
council@leighonseatowncouncil.gov.uk www.leighonseatowncouncil.gov.uk

Chairman: Cllr Caroline Parker
Vice Chairman: Cllr Paul Lawrence
Town Clerk: Paul Beckerson



MINUTES OF A MEETING OF THE LEIGH COMMUNITY CENTRE COMMITTEE HELD AT 7.30PM
ON WEDNESDAY 2nd OCTOBER 2013 AT LEIGH COMMUNITY CENTRE, 71-73 ELM ROAD.
LEIGH-ON-SEA

Present Cllrs: David Stanley (Vice Chairman), Syrie Cox, Geoff Crawford (until Min 41), Jerry Holden, Pat Holden, Paul Lawrence, Carole Mulroney, Caroline Parker (until Min 41) and Cliff Passmore.

In attendance: Cllrs Donald Fraser and Mark Bromfield (Chairman for the pre meeting briefing), Paul Beckerson (Town Clerk), Vanda Moyse (LCC Manager)

Prior to the meeting Ron Alexander of Dial Southend informed members about aspects of disabled access and parking to the building under the Equality Act 2010. He stated that the only usable space was the one adjacent to the door with access to both sides of the vehicle. It was reiterated that under the Building Regulations there was only a requirement for one space.

The meeting opened at 7.38pm

36. VICE CHAIRMAN'S OPENING REMARKS

The Vice Chairman welcomed members to the meeting.

37. APOLOGIES FOR ABSENCE

Cllrs Mark Bromfield and Richard Herbert

38. MINUTES OF MEETING HELD ON 4th SEPTEMBER 2013

The minutes of 4th September 2013 were agreed as a correct record and signed by the Vice Chairman.

39. DECLARATION OF MEMBERS' INTERESTS

There were none

40. MOTIONS SUBMITTED BY COUNCILLORS TO LCCC

The Committee **agreed** to take agenda item 5(2) first.

1) That an external review of the Community Centre Project be carried out.

Proposed Cllr Richard Herbert
Seconded Cllr Carole Mulroney

In view of the fact that the proposer had been delayed, the seconder moved the motion under SO 4c seconded by Cllr Geoff Crawford.

Members debated the scope of the review and what it should include, financial and cost benefit being amongst them. It was **agreed** that a specification be drawn up to inform potential tenderers and that this should be brought back to the next meeting for approval.

An amendment was put to the motion to insert after 'project' '**in line with an agreed specification and best value principles**' and before 'be carried out'. Proposed Cllr Jerry Holden, seconded Cllr Paul Lawrence.

On being put to the vote, the amendment was **RESOLVED**

The Committee **RESOLVED** to agree the amended motion, proposed Cllr Pat Holden, seconded Cllr Paul Lawrence:

That an external review of the Community Centre Project in line with an agreed specification and best value principles be carried out.

2) **That this Committee develops a strategy, in conjunction with the Town Clerk and Centre Manager, to seek a significant extension to the lease.**

Proposed Cllr Richard Herbert
Seconded Cllr Carole Mulronev

In view of the fact that the proposer had been delayed, the seconder moved the motion under SO 4c seconded by Cllr Geoff Crawford.

The Committee discussed how and when this should be carried out. There were differing views as to timetabling; one that the review and further consultation with the public should take place prior to a decision on negotiating an extension to the lease; the other that both could be done in parallel.

The Committee **agreed** that the Business Plan should be revised and updated and that a further public consultation should take place to confirm the public's support for the project.

An amendment was put to the motion, after 'strategy' delete to 'to seek' and insert '**, for the future operation of the Leigh Community Centre with a view**' after 'lease' add '**in conjunction with the outcome of the external review and consultation.**' Proposed Cllr Jerry Holden, seconded Cllr David Stanley.

On being put to the vote, the amendment was **RESOLVED**

The Committee **RESOLVED** to agree the amended motion, proposed Cllr Jerry Holden, seconded Cllr David Stanley:

That this Committee develops a strategy for the future operation of the Leigh Community Centre with a view to seeking a significant extension to the lease in conjunction with the outcome of the external review and consultation.

41. COMMUNITY CENTRE MANAGER'S REPORT – Report 2263/VM (Appendix 1 to the agenda)

The LCC Manager requested that the Committee give her authority to negotiate preferential rates with Metal if it benefited the general operation of the Centre. In addition the Bar Operator wished to book the venue where the LCC would gain from the takings on the bar and that in view of this a discounted rental charge should be negotiated.

Cllr Caroline Parker left the meeting

The Committee **RESOLVED** to delegate to the LCC Manager discretion to apply discounted rates where the hiring benefited the Council and promotion of the LCC.

The LCC Manager highlighted certain aspects of the report. The Convenor of the Presentation Working Party wished it to be noted that the Working Party was impressed with the progress made on the website to date.

The Committee **noted** the report.

Cllr Geoff Crawford left the meeting

42. PARKING ARRANGEMENTS FOR LCC – Report 2265/TC (Appendix 2 to the agenda)

The Town Clerk spoke to the report and amended one of the options in the light of the pre-meeting briefing.

The Committee **RESOLVED** to retain the Disabled Parking Bay nearest to the entrance and to convert the other two to three short stay (20 minutes) and unloading bays.

43. COUNCIL CHAMBER – Report 2267/VM (Appendix 3 to the agenda)

Members **noted** the progress so far and **RESOLVED** to implement option 1 relating to the provision of teas and coffees.

44. LCC BUDGET 2014/15 (Appendix 4 to the agenda)

The Committee considered the draft budget and **RESOLVED** to make 3 amendments:

Increase Hiring Income from £56,000 to £70,000

Increase Advertising from £1,000 to £2,500

Decrease Contingencies from £9,000 to £4,500

The amended budget is attached as Appendix 1

45. BUDGET REPORT – Report 2264/LCC – (Appendix 5 to the agenda)

The reports were **noted**.

The meeting closed at 9.27pm

Sheet 9

LCC Budget 2014/15

	Income Budget	Expenditure Budget
Hiring Income	£70,000.00	
LTC Building Contribution	£23,500.00	
Bursary Fund	£1,000.00	
Rates		£7,800.00
Gas		£7,500.00
Electric		£5,500.00
Water		£1,200.00
Catering		£0.00
Communications		£2,000.00
Cleaning Materials Etc.		£900.00
Waste Removal / Washroom Serv.		£3,000.00
Insurance		£2,800.00
Advertising		£2,500.00
Security / Alarms		£1,000.00
Internal Maintenance		£14,000.00
External Maintenance		£7,500.00
Miscellaneous		£2,000.00
Licences		£1,000.00
IT		£1,600.00
Contingencies		£4,500.00
Salaries / Payroll		£72,532.00
Existing Admin Salaries Apportioned		£20,531.00
Totals	£94,500.00	£157,863.00

Net Deficit	£63,363.00
Less Existing Salaries	£20,531.00
LCC Deficit	£42,832.00